

Approved

**Town of Brentwood
Budget Committee "Field Trip"
Minutes of November 17, 2012**

Present: Elyse Seeley (Chair), Bill Faria, Malcolm Allison, John Lyon, Krista Steger, Ken Christiansen (Selectmen Rep).

Absent: Bob Mantegari, Dianne Vosgien (School Board Representative)- (excused)

Sites Visited: Library and Historic Society Building

Chairperson Elyse Seeley called the meeting to order at 8:35 am.

1. Library: Met with Betsy Solon, Librarian, Bob Gilbert and Tracy Waldron, Trustees. We toured the downstairs finished area of the library and discussed how the space is currently used, i.e storage of extra books and book sale collected books. The space has heat and a/c available but is not used unless the space is going to be opened and used (i.e. for the annual booksale, etc.) There is additional storage space in the area of the heating plant in the unfinished area of the basement which we also toured and is used sparingly for additional storage. There are very long term plans for bathrooms, perhaps kitchen area, an elevator (shaft already in place) as part of the finished basement area. Much of the maintenance and upkeep is performed by staff and the Friends. The Friends have an account (impact fees and donations) established for funding some of these very long term improvements. In the near term, the library expects to submit a warrant for needed painting of the exterior, to be funded by the Maintenance Capital Reserve dollars. Cost is expected to be in the 6 to 8 thousand dollar range. There are no plans for Library in the new 5 year Capital Improvement Plan (CIP). The library does expect to have needs for improved technology access also in the very long term. The library does update current technology generally on a yearly, ongoing basis.
2. Historic Building: Met with Alma Vahey, President of the Historic Society and Maureen Menter, Curator. We toured the building, upstairs and down. There is currently a wood powder post beetle problem being treated for the first floor (and dirt cellar area). Upstairs is an exhibit of the old Grange meeting hall and some storage area. The building just had a self-contained toilet installed (Frank Northrup lent his services). Several needs were noted, including ceiling repair over the upstairs stage, the front porch needs much work, several windows need repair/replacement, and the outdoor door overhang needs extending. It was suggested that the Historic Society put a budget together, listing in priority the needed repairs. Also, to explore if ADA compliance is mandated. Much of the work is currently done by members on a volunteer basis. The building is also in need of a land survey to resolve an issue of land ownership with adjacent owners. The Historic Society hosts an open house the 1st Saturday of the month, tri-annually. A Warrant Article is expected for some maintenance work to be completed using money from the current town maintenance capital reserve.

10:00 am Motion to Adjourn, John/Krista, 6-0.

Minutes respectfully submitted by
William C Faria